



## GENERAL CONDITIONS

### ENROLMENT:

For an enrolment the school needs:

- The application form
- The first payment of 200 € per student or 400 € if accommodation in student residence is needed:
  - Online payment
  - Bank order to iLP's account. Do not forget to mention name of student when bank transfer is made.
- All Bank charges, if applicable, are due by the participant. Please send a copy of the bank transfer.

The balance must be paid at least two weeks before the first day of class.

For last minute bookings, (less than 15 days) the whole amount of the course has to be paid.

As soon as school receives the registration form and the payment – by which student contracts to conform to the rules and regulations of the school - iLP will send the first enrolment confirmation. As soon as the accommodation has been booked the school will send the information about it and the invoice.

For each accommodation change iLP will invoice the amount of 45 €. For all bookings in residence, the school will apply the cancellation policy of the service provider.

### PAYMENT:

- Online payment (through school's website and enrolment form)
- Bank order
- Bank details:

Institut Linguistique du Peyrou

CREDIT AGRICOLE DU MIDI – AGENCE DES ARCEAUX – 34000 MONTPELLIER

Bank Identification Code (BIC) or SWIFT : AGRIFRPP835

IBAN (International Banking Account Number) : FR76 1350 6100 0013 9446 3000 001

Code banque : 13506

Code guichet : 00100

Numéro de compte : 13944630000

Clé RIB : 01

### VISA:

If student is citizen from a EU member country, he will not need a visa to come to France. Students can come with a valid national identity card or valid national passport (or ended for less than one year).

According to the nationality, the length and the reason of the students stay in France, he/she may need to get a visa before departure. iLP asks students to consult the Ministry of Foreign Affairs' website or to contact the closest French consulate or Campusfrance's website.



If the student needs a visa, he/she needs to enrol before and pay 50% of the total cost of your stay. iLP will send a pre-enrolment certificate to be shown to the French consulate. The process is quite long; students shall plan enough time for the deadline. Then, please contact iLP. Note that the French consulate asks for an original document. If iLP has to send it through a shipping company, cost is due by participant.

If student visa is being refused, iLP will reimburse the total cost of the course, less 200 €, on production of an official refusal document of the French consulate. Bank charges, if applicable, are due by the participant

#### Pre-enrolment certificate for VISA

If student requires an acceptance letter for a visa iLP needs following information:

- Place of birth (city and country) and date of birth
- Passport N° and nationality
- Dates of course
- Complete address

#### **INSURANCE:**

Students shall sign a Health insurance. European students shall have the European Health Insurance Card. iLP also ask students to take out a liability insurance, which will cover the risks of their trip and their stay, and to hand over a copy of this subscription.

#### **CANCELLATION POLICY:**

- Following the European directive 97/7 CE consumers have the right to withdraw within a period of 14 working days from the day of enrolment, without penalty. See the exact terms: <http://eur-lex.europa.eu/legal-content/FR/TXT/?uri=CELEX:31997L0007>
- For all bookings in residence, the school will apply the cancellation policy of the service provider.
- Withdrawal 7 days or more than 7 days prior to the beginning of the course: 200 € will be invoiced.
- Withdrawal less than 7 days prior to the beginning of the course: 295 € for the course and 110 € for the accommodation will be invoiced.
- No refund if student doesn't arrive.
- No refund for courses from which the student withdraws after startdate or that has been only partially completed.
- In the event of circumstances outside your control (proven sickness, demise of a parent or close relative...) credit will be granted for up to one year.
- When only a very small number of participants have registered for a given course (6 per class), iLP reserves the right to reduce the number of tuition hours.